

~~SECRET~~ ~~EYES ONLY~~
~~CONFIDENTIAL~~
MINUTES

MEDICAL STAFF CAREER SERVICE BOARD MEETING
Wednesday, 5 June 1957

Present: AC/MS - Chairman
C/PD - Voting Member
Personnel Placement Officer
C/ASD - Executive Secretary
Secretary to C/MS - Recording Secretary



5X1A9A

1. Minutes of Previous Meeting

The Minutes of the Medical Staff Career Service Board Meeting of 29 May 1957 were approved as written.

2. Report of Competitive Evaluation Panel

The Executive Secretary presented the report of the Competitive Evaluation Panel with regard to the ratings of GS-11 Medical Staff personnel as contained in the attached memorandum.

3. Promotion

The Executive Secretary re-presented the request of C/PCD for promotion of [redacted] Consideration of this promotion had been deferred pending receipt of the report of the Competitive Evaluation Panel of the competitive ratings of GS-11s. Based on the evidence at hand, the Executive Secretary recommended approval of this promotion; the Board Members concurred.

25X1

4. Review of Fitness Reports

Receipt of Fitness Reports on the following personnel was noted:

25X1A9A



-12, Medical Service Officer
2, Psychologist (Clinical)
, GS-5, Clerk

5. Review of Training Evaluation Reports

25X1A9A

a. The Executive Secretary briefly reviewed the Training Evaluation Report for [redacted] GS-4, Clerk-Typist, who recently completed the Clerical Induction Course.

25X1A9A

b. AC/MS noted that [redacted] has failed a portion of the IOC and that it has been determined the A & E Staff recommended [redacted] not receive this training based on the results of his initial assessment. However, this notification was

25X1

ORC	16	REV DATE	14 APR 1957	BY	[redacted]
ORIG COMP	-	CPI	39	TYPE	01
ORIG CLASS	5	APPROVED FOR RELEASE	2002/09/03	CIA-RDP78-04198000200010019-5	
JUST	22	NEXT REV	2011	AUTH	HR 10-2

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25X1A6A

forwarded to the former Placement Officer and the Career Service Board was not made aware of this recommendation. The Personnel Placement Officer agreed to look into this matter and report her findings at the next Board Meeting. Reference was also made to the Minutes of the Career Service Board Meeting of 1 May 1957, at which time [] was considered for assignment to [] and was rejected because of questions raised as to his technical proficiency. AC/MS requested that all evidence in this case be presented at the next Career Service Board Meeting in order that a decision might be made as to [] future with the Medical Staff. 25X1A9A

6. Periodic Step Increases

The following personnel will receive Periodic Step Increases in the near future:

25X1A9A

[] O, Physical Requirements Officer
GS-7, Nurse
GS-5, Secretary-Stenographer
Secretary-Stenographer
GS-5, Secretary-Stenographer
GS-4, Clerk-Stenographer

7. Miscellaneous

25X1A9A

a. The Executive Secretary reviewed a memorandum from [] 25X1A9A regarding the assignment of [] to the Medicine Division of OSI. This memorandum confirmed the following points which had been agreed to by C/MS prior to his departure on TDY: (1) the incumbent will retain his SD:SM Career Designation; (2) the incumbent will be assigned to OSI for a maximum of three years; and (3) consideration will be given for the Medical Staff to provide future replacements for this position on a rotational basis. It was also agreed that [] will be assigned to OSI on or about 1 August 1957. 25X1A9A

25X1A9A

25X1A6A

25X1A9A

b. AC/MS announced that [] GS-6, Medical Technician, had arrived in [] enroute to this assignment in [] when a question arose as to the need for this assignment. This matter was referred to C/MS on his arrival at [] and he, in turn, cabled Headquarters asking that [] be assigned to [] Action has been initiated to effect this change in assignment. 25X1A6A

25X1

c. The Personnel Placement Officer briefly reviewed CIA Notice No. [] dated 25 May 1957, entitled "Assignments to Positions in Grades GS-12 through GS-15".

MS/mam

Distribution:

Orig - C/MS

1 - AC/MS

1 - C/PD

1 - C/TSD

1 - C/PCD

1 - C/ASD

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